

**DUTY STATEMENT
DEPARTMENT OF MENTAL HEALTH
PATTON STATE HOSPITAL**

JOB CLASSIFICATION: SENIOR PSYCHOLOGIST (HEALTH FACILITY) (SUPERVISOR) PROGRAM LEAD
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1. MAJOR TASKS, DUTIES, AND RESPONSIBILITIES

Under general direction to (1) perform difficult and responsible assignments relating to psychological assessment and treatment and either (a) assist in the direction of the psychology program of a health facility, or (b) plan, organize, develop and direct a psychology program similar in size and nature at a health facility; or (2) plan, organize and coordinate a special hospital individuals served (patient) treatment program which utilizes psychological techniques as its main non-medical emphasis at a health facility, and coordinate the work of treatment staff of various clinical specialties and volunteers in the program. In addition, incumbents, as needed, serve as a department-wide expert and psychology consultant in a specific psychology discipline; and do other related work.

60% Personnel Management and Supervision:

Provides supervision and oversight of assigned psychology staff and assists in the coordination of their activities with medical, social work, rehabilitation, education, nursing, and other personnel. Assists the Chief Psychologist with QAP, hiring interviews, and unit assignments. Monitors adherence to psychology staff policies. Evaluates the staff performance in collaboration with program management and the Chief Psychologist. Takes or recommends appropriate action. Studies and evaluates the Psychology aspects of treatment programs for quality of psychology services and conformance with the

Enhancement Plan and other regulatory requirements. Monitors psychologists' performance, by collecting data and reviewing charts for quality of care delivered. Actively participates in the credentials and peer review process.

20% Clinical Services:

Provides individual and group treatment.

Provides treatment for observation and training purposes.

Participates in Wellness and Recovery Treatment planning conferences. Serves as a consultant to the Chief Psychologist, Program Directors, and other administrative offices and departments on clinical matters, as well as to the Chief Psychologist on issues of Psychology practice.

Reviews clinical records of hospital individuals.

Advises staff on appropriate treatment techniques.

Provides assessments of Individuals presenting with complex and/or difficult clinical and forensic issues.

Provides treatment to Individuals presenting with complex and/or difficult treatment needs and issues.

May perform and supervise research related to psychology services.

Prepares reports and correspondence, including statistical and narrative reports.

20% Administration and Training:

Assists in planning training programs and participates in the training of Staff Psychologists, Psychology trainees, other level of care staff, and other students, staff and volunteers.

Ensures appropriate orientation and training of Psychology staff.

Assists the Chief Psychologist in the recruitment of Psychology staff. Maintains familiarity with professional development and research. Develops and maintains cooperative working relationships with hospital staff and other agencies.

Works with the Chief Psychologist to plan, organize, and implement processes to fulfill Enhancement Plan requirements.

May represent the Chief Psychologist in committees and meetings.
May serve as Acting Chief in the Chief's absence.
Leads/participates in hospital performance improvement activities.

2. **SUPERVISION RECEIVED**

The Senior Psychologist (Supervisor) reports to the Chief Psychologist.

3. **SUPERVISION EXERCISED**

The Senior Psychologist (Supervisor) provides clinical supervision and directions to assigned psychology staff.

4. **KNOWLEDGE AND ABILITIES**

KNOWLEDGE OF: Principles, techniques and problems in developing and coordinating a specialized psychological treatment program; principles, techniques and trends in psychology with particular reference to normal and disordered behavior, human development, motivation, personality, learning, individual differences, adaptation and social interaction; methods for assessment and modification of human behavior; characteristics and social aspects of mental disorders and retardation; research methodology and program evaluation; institutional and social process, group dynamics; functions of psychologists in various mental health services; current trends in the field of mental health; professional training; principles of personnel management and supervision; the department's equal employment opportunity program and the processes available to meet the objectives.

ABILITY TO: Plan, organize, and direct, or coordinate a specialized psychological treatment program involving members of other treatment disciplines; provide professional consultation and program leadership; supervise consultation and program leadership; supervise professional staff; teach and participate in professional training; recognize situations requiring the creative application of technical skills; develop and evaluate creative approaches to the assessment, treatment, and rehabilitation of

mental disabilities, to the conduct of research, and to the development and direction of a psychology program; plan, organize and conduct research, data analysis and program evaluation; conduct the more difficult assessment and psychological treatment procedures; analyze situations accurately and take effective action; speak and write effectively; understand and effectively carry out State and departmental equal employment opportunity policies; effectively contribute to the Department's equal opportunity objectives.

5. REQUIRED COMPETENCIES

INFECTION CONTROL

Applies knowledge of correct methods for controlling the spread of pathogens appropriate to job class and assignment.

SAFETY

Actively supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

AGE SPECIFIC (Facility Option)

Provides services commensurate with age of patients / clients being served. Demonstrates knowledge of growth and development of the following age categories:

☐ Pediatric

☐ Adolescent

☐ Adult

☐ Geriatric

THERAPUTIC STRATEGIES ON INTERVENTION

Applies and demonstrates knowledge of correct methods in the therapeutic strategies on intervention(TSI).

RESTRAINT/SECLUSION

Demonstrates knowledge of criteria and appropriately uses, applies, and removes restraint and/or seclusion.

CULTURAL AWARENESS

Demonstrates awareness to multicultural issues in the workplace, which enable the employee to work effectively.

SITE SPECIFIC COMPETENCIES

Demonstrates knowledge of the Enhancement Plan.

TECHNICAL PROFICIENCY (SITE SPECIFIC)

Demonstrates knowledge of Key Indicators related to psychology services and the ability to analyze monitoring data to enhance the mental health services provided.

6. LICENSE OR CERTIFICATION

It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis.

Any failure to do so may result in termination from Civil Service.

Employees in this classification must:

Possess of a valid license as a Psychologist issued by the California Board of Psychology. Possess an earned Doctorate Degree in Psychology from an educational institution meeting the criteria of Section 2914 of the Medical Board of California's Business and Professions Code.

7. TRAINING - Training Category = 1

The employee is required to keep current with the completion of all required training.

8. WORKING CONDITIONS (WWG E)

Report to work on time and follow procedures for reporting absences.

Maintain a professional appearance.

Appropriately maintain cooperative, professional, and effective interactions with employees, patients/clients, and the public.

Comply with Hospital policies and procedures.

The employee is required to work any shift and schedule in a variety of settings and security areas throughout the hospital as determined by the operational needs of the hospital. All employees are required to have an annual health review and repeat health reviews whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and able to safely perform their essential job functions.

Employee Signature

Print Name

Date

Chief Psychologist

Print Name

Date